

**MEMORANDUM DM 03-02**

**To:** All Coal Mine Operators  
First Class Mine Foremen and Surface Foremen

**From:** \_\_\_\_\_  
Frank A. Linkous, Chief

**Subject:** Mine Foreman Continuing Education

**Date:** March 14, 2003

Current holders of Virginia First Class Mine Foreman certification and Surface Foreman certification must complete continuing education requirements adopted by the Board of Coal Mining Examiners (BCME). Certified foremen must complete at least four hours of approved continuing education every two years. The current two-year cycle is due for completion by August 20, 2003, and applies to all mine foremen certified prior to March 1, 2003. If you are newly certified after March 1, 2003, your expiration date will extend to the next cycle due date in 2005. ***Each mine foreman should check the expiration date on his/her certification card provided them by the Board!***

The holder of the mine foreman certification must submit documentation to the Division of Mines indicating that continuing education has been completed prior to the August 20, 2003, deadline. DMME form DM-BCME-4, Verification of Training – Continuing Education, is provided to instructors for creating a record of training and must be submitted to the Division to validate completion of continuing education and extension of mine foreman certification through the next cycle until August 20, 2005.

***Failure to complete this requirement will result in suspension of mine foreman certification and authorization to act in the capacity of a mine foreman in the Commonwealth of Virginia.*** If a suspended mine foreman fails to complete continuing education within two years, his/her certification will be revoked.

To assist trainers, DMME has developed a continuing education program in Microsoft Power Point format for both underground and surface mine foreman training which meet all requirements of the BCME. Copies of this program have been mailed to all BCME certified instructors, and are available upon request by calling (276)-523-8227 or by e-mail request at [rlm@mme.state.va.us](mailto:rlm@mme.state.va.us).

Mine foreman continuing education classes are being scheduled throughout the coalfield counties. A tentative schedule of classes and locations is included with this bulletin. Classes may be offered by other approved providers. You are encouraged to check with your employer or any of the providers of mine foreman continuing education and make certain you have arrangements made for meeting continuing education requirements. ***There are no assurances that additional classes will be available as the due date approaches, and failure to complete training requirements by the August 20, 2003, due date will result in immediate suspension of your mine foreman certification.***

Should you have any questions concerning mine foreman continuing education requirements or need for assistance with training and certification issues, please contact (276)-523-8234.

FAL/df

**Judy Steele-Horne**  
**Ph: 276-964-2695 (Training Unit)**  
**Ph: 276-963-0523 (Home)**

**Scheduled classes:**  
**March 22, 2003**  
**April 19, 2003**  
**May 17, 2003**  
**June 21, 2003**  
**July 19, 2003**  
**August 16, 2003**

**Call for more information regarding class schedule.**

**Southwest Community College**  
**Contact - Janice Bowling**  
**Ph: 276-964-2555**

**Scheduled Classes:**

<b>Surface</b>	<b>March 22, 2003</b>	<b>8:00 AM – 12:00 PM</b>
<b>Surface</b>	<b>May 1, 2003</b>	<b>6:00 PM – 10:00 PM</b>
<b>Underground</b>	<b>May 6, 2003</b>	<b>6:00 PM – 10:00 PM</b>
<b>Underground</b>	<b>May 22, 2003</b>	<b>6:00 PM – 10:00 PM</b>

**Mt. Empire Community College**  
**Contact – Gary Whisman**  
**Ph: 276-523-2400, Ext. 373**

**Scheduled Classes:**

<b>Underground</b>	<b>April 2, 2003</b>	<b>5:30 PM – 9:30 PM (Coeburn, VICC)</b>
<b>Underground</b>	<b>April 5, 2003</b>	<b>8:00 AM – 12:00PM (MECC)</b>
<b>Surface</b>	<b>April 5, 2003</b>	<b>12:30 PM – 4:30 PM(Coeburn, VICC)</b>
<b>Surface</b>	<b>April 23, 2003</b>	<b>5:30 PM – 9:30 PM(Coeburn, VICC)</b>
<b>Underground</b>	<b>May 10, 2003</b>	<b>8:00 AM – 12:00 PM (Pound High School)</b>
<b>Surface</b>	<b>May 10, 2003</b>	<b>12:30 PM – 4:30 PM (Pound High School)</b>
<b>Surface</b>	<b>June 4, 2003</b>	<b>5:30 PM – 9:30 PM (SW Training Center Wise)</b>
<b>Underground</b>	<b>June 14, 2003</b>	<b>8:30 AM – 12:00 PM (Lee High School)</b>
<b>Surface</b>	<b>June 14, 2003</b>	<b>12:30 PM – 4:30 PM (Ben Hur, VA)</b>
<b>Underground</b>	<b>June 28, 2003</b>	<b>8:00 AM – 12:00 PM (Oxbow, St. Paul)</b>
<b>Surface</b>	<b>June 28, 2003</b>	<b>12:30 PM – 4:30 PM (Oxbow, St. Paul)</b>
<b>Underground</b>	<b>July 19, 2003</b>	<b>8:00 AM – 12:00 PM (MECC)</b>
<b>Surface</b>	<b>July 19, 2003</b>	<b>12:30 PM – 4:30 PM (MECC)</b>
<b>Underground</b>	<b>July 30, 2003</b>	<b>5:30 PM – 9:30 PM (Pound High School)</b>
<b>Underground</b>	<b>August 6, 2003</b>	<b>5:30 PM – 9:30 PM (Oxbow, St. Paul)</b>

**Jerry Salyers**  
**Lonesome Pine Training Center**  
**PH: 276-395-9709**

**May 15, 2003**    **Call for time and additional information regarding available classes.**

